

Phoenix Program
Process Definition – LABOR DISTRIBUTION

Process	<i>Fringe Distribution Process</i>
Process Number	<i>LD – 009</i>

Description of Process

This process redistributes fringe expenses based on the distribution of the earnings.

Input to Process

Fringe expenses (employer's share), net pay, and summarized deductions.

Output of Process

Redistributed expense

Service Level Agreement Required? (if yes, provide a brief description)

No

PeopleSoft Panel Groups being Used

Function	Panel Group

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Business Process Description

Process Description	Responsibility (Agency/Centralized)
<u>Step 1:</u> Execute Fringe Distribution Process (SAR 0631) after the Program Distribution Process (SAR 0061) is completed.	Centralized
<u>Step 2:</u> Select fringe expenses, net pay, and summarized deductions from the work tables.	Centralized
<u>Step 3:</u> Distribute amount based on the percentages and chartfields found on the earnings records.	Centralized
<u>Step 4:</u> Write the redistributed records to DX_Fund Staging Table	Centralized

Forms Used with Process (#)

None

Process Flow Diagram (if appropriate):

Process Signoff

Tested By
Date Tested